

## NEW YORK STATE DEPARTMENT OF ENVIRONMENTAL CONSERVATION



**Phase II SPDES General Permit for  
Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02  
MUNICIPAL COMPLIANCE CERTIFICATION (MCC) FORM**

**Regulated MS4:** \_\_\_\_\_ **SPDES Permit Number:** NYR20A \_\_\_\_

See information packet for information to help complete this form.

MCC Form for year ending: March 9,   X   2006 (Year 3)    \_\_\_\_ 2007 (Year 4)    \_\_\_\_ 2008 (Year 5)

**Section A. MS4 Owner/Operator and Contact Person Information** (contact persons explained in instructions)

**Owner/Operator**    Is information below new or changed?    \_\_\_\_ Yes    \_\_\_\_ No

Name:		Title:		Department:	
Mailing Address:	Street or P.O. Box:		City:		
	County:		State:		Zip Code:
Phone: (    )		E-mail Address:			

**Local Stormwater Public Contact** (Required by Minimum Measure 2)

Is information below: 1) new or changed?    \_\_\_\_ Yes    \_\_\_\_ No  
2) same as: \_\_\_\_ Owner/Operator

Name:		Title:		Department:	
Mailing Address:	Street or P.O. Box:		City:		
	County:		State:		Zip Code:
Phone: (    )		E-mail Address:			

**Stormwater Management Program (SWMP) Coordinator** (Responsible for implementation/coordination of SWMP)

Is information below: 1) new or changed?    \_\_\_\_ Yes    \_\_\_\_ No  
2) same as: \_\_\_\_ Owner/Operator    \_\_\_\_ Local Stormwater Public Contact

Name:		Title:		Department:	
Mailing Address:	Street or P.O. Box:		City:		
	County:		State:		Zip Code:
Phone: (    )		E-mail Address:			

**Annual Report Preparer**

Is information below: 1) new or changed?    \_\_\_\_ Yes    \_\_\_\_ No  
2) same as: \_\_\_\_ Owner/Operator    \_\_\_\_ Local Stormwater Public Contact    \_\_\_\_ SWMP Coordinator

Name:		Title:		Department:	
Mailing Address:	Street or P.O. Box:		City:		
	County:		State:		Zip Code:
Phone: (    )		E-mail Address:			

Municipality: **DOUBLE CLICK ON THIS HEADER TO ENTER INFORMATION, DELETE THIS LINE.**

Permit Number: NYR40A\_\_\_\_ \_

**IMPORTANT NOTE:** Rows can be added to the tables in the following sections by going to the rightmost cell in the bottom row of the table and hitting tab. Hitting return in a given row will make the row wider, creating more room to type or write.

**Section B. Local Water Quality Information**

Information to help complete this section can be found in the instructions.

1. Does the MS4 discharge to 303(d) listed waters or is it in a TMDL watershed?

\_\_\_\_ Yes (complete the table below)    \_\_\_\_ No    \_\_\_\_ Not Yet Determined

(Put an X in the 'Classification' cell to indicate if the MS4 discharges to a waterbody on the 303(d) list and / or if it is in a TMDL watershed.)

Impaired Waters Name (from 303 (d) list and/or TMDL)	Pollutant(s) of Concern (from 303 (d) list and/or TMDL)	Classification	
		303 (d)	TMDL

2. Have you received notification from the Department that you are subject to the special conditions in Part III.B. of the permit?

\_\_\_\_ Yes  
\_\_\_\_ No

3. Have all necessary changes been made to the Stormwater Management Program (SWMP) to ensure compliance with Part III.B. of the MS4 permit for discharges to 303(d) or TMDL waters?

\_\_\_\_ Yes  
\_\_\_\_ No (explain below)

Explanation:

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Permit Number: NYR40A \_\_\_\_\_

**Section C. Partnership Information**

Information to help complete this section can be found in the instructions.

1. Does your MS4 work with partners?   X   Yes (complete table below) \_\_\_\_\_ No (Proceed to Section D)**List MS4 Partners with Legally Binding Agreements or Contracts in Place****Erie County**

Alden (V)  
 Alden (T)  
 Amherst (T)  
 Angola (V)  
 Aurora (T)  
 Blasdell (V)  
 Boston (T)  
 Buffalo (C)  
 Cheektowaga (T)  
 Clarence (T)  
 Depew (V)  
 East Aurora (V)  
 Eden (T)  
 Elma (T)  
 Evans (T)  
 Grand Island (T)  
 Hamburg (V)  
 Hamburg (T)  
 Kenmore (V)  
 Lackawanna (C)  
 Lancaster (V)  
 Lancaster (T)  
 Orchard Park (T)  
 Sloan (V)  
 Tonawanda (C)  
 Tonawanda (T)  
 West Seneca (T)  
 Williamsville (V)  
 County of Erie - Highways  
 County of Erie - Sewer District #6

**Niagara County**

Cambria(T)  
 Lewiston (T)  
 Lewiston (V)  
 Niagara (T)  
 Niagara Falls (C)  
 Pendleton (T)  
 North Tonawanda (C)  
 Porter (T)  
 Wheatfield (T)  
 Youngstown (V)  
 County of Niagara

**Other MS4s**

Peace Bridge Authority  
 State University of New York at Buffalo

**List MS4 Partners with Planned Legally Binding Agreements or Contracts****List MS4 Partners with Other Agreements in Place**

Municipality: **DOUBLE CLICK ON THIS HEADER TO ENTER INFORMATION, DELETE THIS LINE.**

Permit Number: NYR40A\_\_\_\_ \_

**Section D. Geographic Areas Addressed by Stormwater Management Program (SWMP)**

Information to help complete this section can be found in the instructions.

1. Does your SWMP cover all jurisdictional (automatic and additionally designated) areas within the MS4, as required by 40 CFR 122.32(a)? ☐ Yes ☐ No (Explain below)

Explain:

**Section E. Funding and Resource Allocation**

Information to help complete this section can be found in the instructions.

1. Are adequate resources (funding mechanism, equipment, staff, etc.) planned or in place to fully implement your SWMP no later than January 8, 2008? ☐ Yes ☒ No (explain below)

Explain:

Round 7 grant funds will be used to identify and evaluate potential funding mechanisms.

Round 8 grant funds, if awarded, will be used to implement funding mechanisms.

**\*\* ENTER ADDITIONAL DETAILS HERE, IF APPLICABLE, OR DELETE THIS LINE**

2. If the MS4 is receiving funding through the municipal budget, a grant, or other source, briefly explain below: what are the sources, estimated amounts, and frequency of funding for the MS4?

Explain:

**Western New York Stormwater Coalition (40 MS4s):**

Round 6 WQIP Project - \$500,000

Round 7 WQIP Project - \$328,000

U.S. EPA Region 2 - \$150,000

**Municipal Budget**

WNY Stormwater Coalition participation fee - \$2,500 (annual)

**\*\* ENTER ADDITIONAL MUNICIPAL BUDGET FUNDS, IF APPLICABLE, OR DELETE THIS LINE**

3. If the MS4 is not receiving funding, briefly explain below: plans the MS4 has for obtaining future funding?

Explain:

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Permit Number: NYR40A\_\_\_\_ \_

**Section F. Compliance Certification**

**Compliance Assessment** - For each of the minimum control measures, indicate below if your program has made steady progress toward full implementation *and* has achieved all measurable goals scheduled to be completed **during this reporting year**. Refer to the NOI and prior Annual Reports for information about measurable goals scheduled for this reporting year.

Permit Part	Minimum Control Measure	ANSWER BOTH COLUMNS FOR THIS REPORT YEAR ONLY	
		Steady Progress	Goals Achieved
IV.C.1.	Public Education and Outreach on Stormwater Impacts	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	___ Yes <input checked="" type="checkbox"/> No ___ N/A
	Explain 'no' / 'N/A' answer: Distribution of teacher education packages was a Year 3 measurable goal. The contents of the packages has been determined. The actual distribution will take place in Year 4. The development of a public information press package will also be undertaken in Year 4.		
IV.C.2.	Public Involvement / Participation	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	___ Yes <input checked="" type="checkbox"/> No ___ N/A
	Explain 'no' / 'N/A' answer: The Coalition's Stormwater Management Plan is nearing completion. Public review of the draft Stormwater Management Plan at a public meeting will take place in Year 4.		
IV.C.3.	Illicit Discharge Detection and Elimination	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	___ Yes <input checked="" type="checkbox"/> No ___ N/A
	Explain 'no' / 'N/A' answer: Due to the unanticipated large number of outfalls discovered through the contracted outfall mapping project for the entire Western New York Stormwater Coalition the contractor was only able unable to map and conduct initial visual inspections on 80% of all of the outfalls during the Year 3 reporting period. The Year 3 measurable goals of completing the outfall mapping and initial inspections on all of the coalition member's outfalls were not achieved. The contractor expects to finish the remaining 20% by June 2006.		
IV.C.4.	Construction Site Stormwater Runoff Control	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	___ Yes <input checked="" type="checkbox"/> No ___ N/A
	Explain 'no' / 'N/A' answer: The adoption of the ordinance was not achieved in Year 3 because the Western New York Stormwater Coalition was waiting for funding to become available from our grant awarded for the Round 7 WQIP Project before hiring legal counsel to assist member municipalities with adopting the ordinance. Adoption of the Ordinance is planned for Year 5. There was progress made in reviewing the model ordinance (as developed by the Western New York Stormwater Coalition) to the Model Local Law (as developed by the NYSDEC) and a decision made to use the Model Local Law to promote consistency across the State.		
IV.C.5.	Post-Construction Stormwater Management	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	___ Yes <input checked="" type="checkbox"/> No ___ N/A
	Explain 'no' / 'N/A' answer: The adoption of the ordinance was not achieved in Year 3 because the WNY Coalition was waiting for funding to become available from our grant awarded for the Round 7 WQIP Project before hiring legal counsel to assist member municipalities with adopting the ordinance. Adoption of the Ordinance is planned for Year 5. There was progress made in reviewing the model ordinance (as developed by the WNY Coalition) to the Model Local Law (as developed by the NYSDEC) and a decision made to use the Model Local Law to promote consistency across the State.		
IV.C.6.	Pollution Prevention / Good Housekeeping for Municipal Operations	<input checked="" type="checkbox"/> Yes ___ No ___ N/A	___ Yes <input checked="" type="checkbox"/> No ___ N/A
	Explain 'no' / 'N/A' answer: The Year 3 measurable goal to conduct training for municipal employees was not completed prior to March 8, 2006. The training is scheduled for April 12 & 13, 2006. The development of written Standard Operating Procedures for P2/Good Housekeeping, will be completed in Year 4.		

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Permit Number: NYR40A\_\_\_\_ \_

**Certification Statement**

*"I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gathered and evaluated the information submitted. Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations."*

Print Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

This form must be signed by either a principal executive officer or ranking elected official, or duly authorized representative of that person as described in Part VI.I.2. of the permit. See instructions for more information about who can sign this form.

Send two completed **hard copies** (an original and a photocopy) of this form, the Annual Report Table and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**



**Phase II SPDES General Permit for Stormwater Discharges from Municipal Separate Storm Sewer Systems (MS4s), GP-02-02  
STORMWATER MANAGEMENT PROGRAM ANNUAL REPORT (SWMPAR) TABLE**

**Regulated MS4:** \_\_\_\_\_ **SPDES Permit Number:** NYR20A \_\_\_\_

Annual Report Table for year ending: March 9,   X   2006 (Year 3)    \_\_\_\_ 2007 (Year 4)    \_\_\_\_ 2008 (Year 5)

Information about how to complete the follow tables is in the instruction section. Please complete the tables electronically, if possible. Send two completed **hard copies** (an original and a photocopy) of this Annual Report Table, the MCC form and any attachments to the DEC Central Office (MS4 Permit Coordinator, 625 Broadway, Division of Water - 4<sup>th</sup> Floor, Albany, NY 12233-3505). **DO NOT SUBMIT REPORTS IN THREE-RING BINDERS.**

**Minimum Control Measure 1. Public Education and Outreach**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.1.a, b:</b> Plan and conduct an ongoing public education and outreach program to ensure the reduction of all pollutants of concern in stormwater discharges to the maximum extent practicable (MEP).</p> <ul style="list-style-type: none"> <li>• <i>Explain the program, including activities and materials used</i></li> <li>• <i>Identify the personnel or outside organization conducting the activity.</i></li> <li>• <i>Indicate activities planned for next year.</i></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Classroom Education/School Program</b> The WNYSC's Public Education and Outreach workgroup researched a variety of educational resources. The K-12 education packages that were developed include six Project WET activities, the Coalition's Household Guide to Preventing Stormwater Pollution, Stormwater quiz cards and a flyer promoting stormwater P2 demonstrations using Enviroscape watershed model.</p>	<p><b>Measurable Goal:</b> K-12 education packages developed and distributed (mailing list available upon request) <b>Content developed:</b> February 2006 <b>Scheduled date for distribution:</b> Year 4; biennially</p>
<p><b>Media Campaign</b> The WNYSC's Public Education and Outreach workgroup will prepare a public information press package for local news agencies. The press package will include the following:</p> <ul style="list-style-type: none"> <li>▪ Information targeting stormwater pollution prevention for households. (video, audio, and printed public service announcements)</li> <li>▪ Opportunities for public participation at WNYSC meetings.</li> <li>▪ Invitation for public to review draft SWMP.</li> <li>▪ Invitation for public review of Annual Report.</li> <li>▪ Invitation for Community Cleanup Events.</li> </ul> <p>Information in the press package will be generic relative to dates and times. Specific dates and times will be developed by each municipality and advertised accordingly.</p>	<p><b>Measurable Goal:</b> Public information press package developed and released <b>Scheduled date:</b> Year 4</p>

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Permit Number: NYR40A\_\_\_\_-\_\_

<b>Public Education Display</b> Developed public education display for community outreach and education <ul style="list-style-type: none"> <li>• Stormwater pollution quiz/game</li> <li>• Prize wheel</li> <li>• Enviroscape where possible</li> <li>• Poster display</li> </ul>	<b>Measurable Goal:</b> Incorporate stormwater public education into at least two annual community events or programs <b>Scheduled dates:</b> Ongoing The following outreach was conducted on behalf of the WNYSC members: <ul style="list-style-type: none"> <li>▪ Niagara County Environmental Field Days (June 7-8, 2005)</li> <li>▪ Earth Day Celebrations: display at Erie County Hall (April 18-22, 2005); outreach at SUNY Buffalo (April 2005); Buffalo Zoo Earth Day Expo (August 14, 2005)</li> <li>▪ Daemen College Environmental Summit (October 1, 2005)</li> </ul>
<b>Outreach to Commercial Entities</b> Distributed brochures to restaurant and food service industries, automotive facilities, mobile cleaners. Posted pdf brochures on webpage. Mailing lists are available upon request.	<b>Measurable Goal:</b> Distribute stormwater pollution prevention brochures <b>Date completed:</b> June 2005
<b>Additional Techniques</b>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<b>Earth Day T-shirt Contest</b> The 2005 Earth Day T-shirt theme focused on stormwater P2. Over 2,000 entries from students in grades K-8 were received from schools throughout Erie and Niagara Counties. Student/teacher prizes were awarded at a press event; winning schools received trees.	<b>Date completed:</b> April 22, 2005
<b>Stormwater Management Software Demonstrations</b> ASIST April 5, 2005 CBI June 29, 2005	
<b>Rain Garden Demonstration Project</b> A Rain Garden Demonstration Project was funded by NYS Soil & Water Conservation Committee (through ECDEP participation in the Erie County Water Quality Committee). Three MS4s (Village of Hamburg, Town of West Seneca, Town of Tonawanda) will host the demonstration rain gardens where public education materials will be available.	
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b> Distribution of teacher education packages was a Year 3 measurable goal. The content of the packages has been determined. The actual distribution will take place in Year 4 due to printing delays. The development of a public information press package will also be undertaken in Year 4. It was not completed in Year 3 due to time constraints resulting from development of other components of the SWMP.	



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Permit Number: NYR40A \_\_

**Minimum Control Measure 2. Public Involvement/Participation**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<b>Permit Reference IV.C.2.c.iii.:</b> Design and conduct a public involvement / participation program. <ul style="list-style-type: none"> <li>Describe activities that the MS4 has/will undertake to provide program access to interested individuals and to gather needed input.</li> <li>Indicate activities planned for next year.</li> </ul>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<b>Public notice and access to documents and information</b> The WNYSC opens its meetings to the public two times per year, in October and April, to enhance public access to information and encourage involvement.	<b>Measurable Goal:</b> Open Storm Water Coalition meetings to the public 2x/year to enhance public access to information <b>Date Completed:</b> April 13, 2005; October 12, 2005 <b>Scheduled Dates:</b> April 12, 2006 and October 11, 2006
<b>Public presentation and comments received on SWMP and annual report</b> <ul style="list-style-type: none"> <li>The draft Annual report was available to the public attending the open meeting in April 12, 2006. Additional opportunities for public review of the Annual report will be on the MS4 Town/Village Board agendas and at six public libraries (four in Erie County; two in Niagara County) where Erie County staff were present in to receive public comment on the draft Annual Report</li> </ul> A draft SWMP has been developed; public presentation and comments will be scheduled in Year Four.	<b>Measurable Goal:</b> Public review of annual report on Town/Village Board agenda <b>Scheduled Dates:</b> Ongoing  <b>Measurable Goal:</b> Public review of draft stormwater management plan on a public meeting agenda <b>Scheduled Date:</b> Year 4
<b>Stream, beach, roadway cleanups</b> The WNYSC is working in cooperation with the Buffalo Niagara Riverkeepers, a local watershed organization, on spring and fall cleanup events.	<b>Measurable Goal:</b> Schedule at least one stream or roadway cleanup per year, or participate in an existing cleanup event such as the Beach Sweep U.S.A. (Fall), Great American Cleanup (March-May); Spring Shoreline Sweep (April) <b>Date Completed:</b> April 22-24, 2005 and September 16-17, 2005 <b>Scheduled Dates:</b> April 21-23, 2006 and September 2006
<b>Permit Reference IV.C.2.a, f:</b> Develop procedures to provide public notice about and access to documents and information in a manner that complies with state and local public notice requirements. <i>Describe procedures below and state the methods used to publicize the AR public presentation.</i>	

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Permit Number: NYR40A \_\_

<b>Permit Reference IV.C.2.e:</b> Public presentation of; <b>f:</b> summary of comments received on; and <b>g:</b> intended response to comments on the SWMPAR.		
<b>Summarize attendance at the public presentation of the Annual Report. Include number of attendees and who was represented:</b>		
<b>MS4s – Enter the information requested below, attach comments &amp; intended responses – delete this line</b>		
<b>MS4 BOARD MEETING: Comments on Annual Report Meeting</b> ___ No public comments received on Annual Report. ___ Comments received. <b>Attach summary of comments and intended responses.</b>	<b>Date of Annual Report Meeting:</b>  <b>FILL IN DATE HERE</b>	<b>Approximate Date of Meeting Next Year:</b>
<b>LIBRARY OUTREACH: Comments on Annual Report Meeting</b> ___ No public comments received on Annual Report. <u>X</u> Comments received. <b>Attach summary of comments and intended responses.</b>	<b>Date of Annual Report Meeting:</b> April 21, 2006 (1 library) April 29, 2006 (2 libraries) May 3, 2006 (1 library) May 6, 2006 (2 libraries)	<b>Approximate Date of Meeting Next Year:</b> April/May 2007
<b>Additional Techniques</b>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)	
<b>Outreach to local watershed organizations</b> A representative from Buffalo Niagara Riverkeepers is an active member of the WNYSC. The Riverkeepers coordinate cleanup activities twice per year in both Erie and Niagara Counties. The Riverkeepers organization also assists with stormwater outreach and education efforts by including WNYSC educational materials in their many community initiatives. In addition, The Riverkeepers Riverwatch program, a volunteer water monitoring program, supports stormwater pollution prevention by including it in their education curriculum for Riverwatch volunteers.	<b>Scheduled Date:</b> Ongoing	
<b>Household Hazardous Waste Collections</b> <ul style="list-style-type: none"> <li>Erie County held three household hazardous waste collections in 2005; 2,062 households participated</li> <li>Niagara County held two household hazardous waste collections in 2005; 710 households participated</li> </ul>	<b>Dates Completed:</b> Erie County - May 7, 2005; June 18, 2005; September 10, 2005 Niagara County – May 14, 2005; August 27, 2005 <b>Scheduled Dates:</b> Ongoing (May-September) Erie County - May 13, 2006; June 17, 2006; September 9, 2006 Niagara County – Spring/Summer 2006	
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b> Public presentation and comments on the draft SWMP was originally a Year Three measurable goal. The draft document is nearing completion, however, WNYSC members are still in the process of reviewing and approving it before public presentation. Public presentation and comments on the draft SWMP will take place in Year 4.		

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Permit Number: NYR40A \_\_

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<b>Permit Reference IV.C.3.a:</b> Develop, implement and enforce a program to detect, identify and eliminate illicit discharges, including illegal dumping, into the MS4. <ul style="list-style-type: none"> <li><i>Explain the activities and procedures used to meet this requirement this year <u>and planned for next year.</u></i></li> <li><i>Revise as procedures are updated.</i></li> <li><i>Identify personnel or outside organization conducting the activities</i></li> </ul>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities) <ul style="list-style-type: none"> <li><i>Example measurable goals: number of illicit discharges detected; number of illicit discharges eliminated.</i></li> </ul>
A draft Illicit Discharge Program protocol has been developed for incorporation into the Western New York Stormwater Management Plan. This protocol will be evaluated and embellished through a pilot IDDE grant project Erie County and Buffalo State College will initiate this Spring 2006 which Coalition members will participate in.	<b>Measurable Goal:</b> Develop a set of procedures and protocols for a IDDE program. <b>Date Completed:</b> Year 3 Draft procedures developed <b>Scheduled Date:</b> Year 4 The draft procedures will be evaluated and finalized through the pilot project which will be conducted during reporting Year 4
The MS4s have been accessing the inspection data for the outfalls that have been mapped and have begun prioritizing there outfalls for follow up inspections and other additional IDDE work. The top priority outfalls will be used for the IDDE Pilot project. A short list of prioritization criteria was developed and distributed to the MS4s to use in assessing priorities.	<b>Measurable Goal:</b> Determine the priority outfalls, discharge categories of concern and develop measurable goals to address these priorities. <b>Scheduled Date:</b> Year 4 Draft goals will be established during this reporting period. The Coalition MS4s have only begun to assess inspection data to determine priorities.
<b>The City/Town/Village of _____ will adopt the Model Local Law to Prohibit Illicit Discharges, Activities and Connections to Separate Storm Sewer System.</b> Coalition members have reviewed the NYSDEC Model Local Law for IDDE and are considering adopting it. The Coalition is working to bring together the legal counsel from each of the MS4's to discuss the necessary procedures, assistance and collaborative services for the adoption of the local ordinances for the stormwater requirements.	<b>Measurable Goal:</b> Adopt local ordinances or other legal mechanisms to prohibit and prevent illicit discharges. <b>Scheduled Date:</b> Year 5 It is anticipated that all of the Coalition members will have the required legal mechanisms in place during reporting Year 5.
<b>Permit Reference IV.C.3.b:</b> Develop and maintain a map showing the location of all outfalls and the names and location of all waters of the US that receive discharges from outfalls. <i>Explain activities performed this year <u>and planned for</u></i>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

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Permit Number: NYR40A \_\_

<p><u>next year</u>, including work on the following IDDE guidance prerequisites:</p> <ul style="list-style-type: none"> <li>• field verification of outfall locations;</li> <li>• mapping all inter-municipal subsurface conveyances;</li> <li>• delineating storm sewershed; and</li> <li>• developing and retaining MS4 mapping as needed to find the source and identify illicit discharges. <b><i>State if maps are in GIS.</i></b></li> </ul>	<ul style="list-style-type: none"> <li>• <i>Example measurable goals: percent of outfalls mapped</i></li> </ul>
<p>Due to the unanticipated large number of outfalls (5000 outfalls) discovered through the Contracted Mapping effort for the Western New York Coalition Members, the contractor was unable to complete GIS mapping of all the outfalls during the Year 3 reporting period. Approximately 80% of the outfalls are mapped. It is anticipated that the remaining outfalls will be mapped by September 2006. This includes outfalls to waterbodies as well as inter-municipal system connections.</p>	<p><b>Measurable Goal:</b> Complete the mapping of all stormwater outfalls within the regulated U.S. Census defined urbanized area within Erie and Niagara Counties (traditional MS4's).</p> <p><b>Date Completed:</b> Year 3 Outfall mapping. 80% complete.</p> <p><b>Scheduled date:</b> Year 4 Remainder to be completed.</p>
<p>An initial visual inspection was conducted by the Outfall Mapping contractor on each of the outfalls mapped during the Year 3 Reporting period (80% inspected). The information and data detailing these inspections was made available by the contractor through the internet. The remaining initial inspections will be completed by September 2006.</p>	<p><b>Measurable Goal:</b> Conduct a visual inspection of all stormwater outfalls within the regulated U.S. Census defined urbanized area within Erie and Niagara Counties (traditional MS4's).</p> <p><b>Date Completed:</b> Year 3</p> <p>Initial visual inspection of all outfalls 80% complete.</p> <p><b>Scheduled Date:</b> Year 4 Remainder to be completed</p>
<p>Delineating storm sewersheds was not a mandated requirement of the original Notice of Intent. It is the intention of the Western New York Coalition members to delineate the sewersheds for any outfalls where an illicit discharge is detected as necessary to track down, identify and eliminate the source.</p>	
<p>The outfall mapping data is being incorporated into a GIS data base which all of the member MS4s will be able to utilize within their own computer systems or access from the Erie County web site. This database of information as well as the map will be used to help implement the IDDE programs, track potential discharges and set goals for the IDDE program. The Coalition members will establish procedures for updating this database and adding new outfalls through the Erie County GIS staff.</p>	<p><b>Measurable Goal:</b> Establish procedures for updating outfall mapping</p> <p><b>Scheduled Date:</b> Year 4</p>

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Permit Number: NYR40A \_\_

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Regulatory Mechanism****Permit Reference IV.C.3.c:** Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

Does the MS4 have the legal authority to enact ordinances, local laws or other regulatory mechanisms?

☐ No (go to ADDENDUM 1)☒ Yes (complete questions below)**Assessment of Regulatory Mechanism (Local Code)****1)** When was this assessment completed or planned to be completed?

Date completed: \_\_\_\_\_

☒ Not yet completed (proceed to next table)Plan to complete for reporting in year: ☒ 4; \_\_\_\_ 5.**2)** Is there an existing ordinance, local law or other regulatory mechanism?☐ No (go to question 5)☐ Yes**3)** Does the existing regulatory mechanism prohibit illicit discharges as required by the MS4 Permit?☐ No (amendments needed)☐ Yes**4)** Does the existing regulatory mechanism include enforcement authorities and procedures as required by the MS4 Permit?☐ No (amendments needed)☐ Yes**Development of Regulatory Mechanism (Local Codes)****5)** When was this work completed or planned to be completed?

Date completed: \_\_\_\_\_

☒ Not yet completed (proceed to next table)Plan to complete work below for reporting in year: ☒ 4; \_\_\_\_ 5.**6)** If you answered 'No' to question 1, 2 or 3, what regulatory mechanism or amendments will be adopted to meet the MS4 permit requirements?☒ NYS IDDE Model Law in its entirety☐ Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law☐ MS4 will write language equivalent to NYS IDDE Model Law**7)** If you answered 'No' to question 1, 2 or 3, has a list of needed changes to local codes been developed for adoption of the regulatory mechanism?☒ No☐ Yes, list the **local code(s)** that will be changed:**8)** If the existing regulatory mechanism does not require amendments, what language is in the mechanism?☒ NYS IDDE Model Law in its entirety☐ Selected NYS IDDE Model Law articles adopted as amendments to existing code(s) that are equivalent to the NYS IDDE Model Law☐ Language equivalent to NYS IDDE Model Law**9)** What was the date or is the planned date of local law adoption?

Date: 12/01/07

**10)** Provide a web address if adopted local law can be found on a web site.

Web Address:

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Permit Number: NYR40A \_\_

**Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE)**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<b>Permit Reference IV.C.3.e:</b> Inform public employees, businesses and the general public of hazards associated with illegal discharges and improper disposal of waste. <ul style="list-style-type: none"> <li><i>Explain activities and materials used to meet this requirement this year <u>and</u> planned for next year</i></li> <li><i>Identify personnel or outside organization conducting activities</i></li> </ul>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Industry specific brochures have been developed for nine targeted industry and business groups informing them of how they can prevent stormwater pollution. These brochures are available on the Erie County website. Printed copies were distributed to each of the member MS4s to display in their municipal building, to use in their daily interactions with businesses and to distribute at community events. The public education section outlines the plans for direct mailings to businesses and trade organizations to use the brochures to educate businesses. Direct mailing to both the construction related businesses, registered pesticide applicators, restaurants, automotive repair facilities and mobile cleaners in Erie and Niagara Counties has been completed. Once the MS4s establish their priority illicit discharge categories a more direct education effort focused on the targeted pollution sources will be conducted. If necessary the Coalition will develop additional industry specific brochure(s) should any new targeted priority business groups emerge from the prioritization process.	<b>Measurable Goal:</b> Conduct public outreach to the community as well as government agencies and select businesses to inform them about Illicit Discharges and how to prevent them. <b>Scheduled Date:</b> Year 4
<b>Additional Techniques</b>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b> The Year 3 measurable goals with respect to outfall mapping, visual inspections of outfalls and setting outfall priorities were not fully completed as projected during the Year 3 reporting period. Outfall mapping and initial inspections have been completed for about 80% of the Coalition member's outfalls. It is anticipated that all three of these measurable goals will be accomplished during the Year 4 reporting period.	

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Permit Number: NYR40A \_\_

**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism**

**Permit Reference IV.C.4.b.i, 5.a.i:** Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. Report on assessment process used (*Stormwater Management Gap Analysis Workbook for Local Officials* or equivalent process). The MS4s have until year 5 to complete the local law work. **See the instructions for information about completing this section.**

Does the MS4 have the legal authority to enact land use ordinances, local laws or other regulatory mechanisms?	<input type="checkbox"/> No (go to ADDENDUM 2) <b>Non-traditional MS4s</b> <input checked="" type="checkbox"/> Yes (complete questions below) <b>Traditional MS4s</b>
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**Preliminary Assessment of Regulatory Mechanism (Local Code)**

<b>1.</b> When was the preliminary assessment of existing local codes completed or when will it be completed?	Date completed: _____ <input type="checkbox"/> Not yet completed (proceed to next table) Plan to complete for reporting in year: ____4; ____5. <input checked="" type="checkbox"/> Did not do preliminary assessment; proceeded directly to Gap Analysis Worksheets 1-4 or adopted <i>Sample Local Law for Stormwater Management and Erosion &amp; Sediment Control</i> (Sample Local Law).
<b>2.</b> If preliminary assessment was completed, indicate the results.	<input type="checkbox"/> If none of Sample Local Law provisions appear in local code; consider adopting Sample Local Law or equivalent <input type="checkbox"/> If few Sample Local Law provisions appear in local code; major revisions needed or consider adopting Sample Local Law or equivalent <input type="checkbox"/> If most of the Sample Local Law provisions appear in local code; minor revisions needed

**Assessment and Development of Regulatory Mechanism (Local Code)** (continued on next page)

<b>3.</b> When was the Gap Analysis or equivalent process completed or when will it be completed?	Date completed: _____ <input checked="" type="checkbox"/> Not yet completed (proceed to next table) Plan to complete work below for reporting in year: ____4; <input checked="" type="checkbox"/> 5.
<b>4.</b> How was the local code adopted or how will it be adopted*?  <i>*If MS4 has some existing local code equivalent to the Sample Local Law and adopted parts of the Sample Local Law as amendments to make a complete local code, check b and c.</i>	a. <input checked="" type="checkbox"/> The entire Sample Local Law adopted as amendments to existing code or as stand alone law. <ul style="list-style-type: none"> <li>If no portions of the Sample Local Law were moved or deleted, all provisions would be exactly the same as the Sample Local Law.</li> <li>If ANY provisions of the Sample Local Law were moved or deleted, the moved or changed provisions must be reviewed (use the <i>Gap Analysis</i> or equivalent process) to ensure the intent of the law has not been changed.</li> </ul> b. <input type="checkbox"/> Parts of NYS Sample Local Law adopted as amendments to existing code. c. <input type="checkbox"/> Language developed by municipality was demonstrated to be equivalent.

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Permit Number: NYR40A \_\_

**Minimum Control Measure 4 and 5. Construction Site and Post-Construction Stormwater Runoff Control Regulatory Mechanism****Permit Reference IV.C.4.b.i, 5.a.i** (continued)**Assessment and Development of Regulatory Mechanism (Local Code)** (continued)**5.** Answer the following questions about the Gap Analysis or equivalent processes.

Clauses are defined as: All the Sample Local Law sections or subsections in the Gap Analysis Worksheets 1-4 that have a box in the "Equivalence" column, meaning that there is an associated "Equivalence" sheet (with the exception of Article 6, Section 4 which does not have an Equivalence sheet).

Total number of clauses in each worksheet: Sample Local Law Article 1 (Gap Analysis Worksheet 1) - 8 clauses; Sample Local Law Article 2 (Gap Analysis Worksheet 2) - 51 clauses; Sample Local Law Article 3, 4, 5 (Gap Analysis Worksheet 3) - 3 clauses; Sample Local Law Article 6 (Gap Analysis Worksheet 4) - 9 clauses.

MS4s that adopt the entire Sample Local Law as amendments to existing code or as stand alone law need to indicate the number of clauses being adopted that are exactly the same as the Sample Local Law, or equivalent, in the right-hand column below.

Sample Local Law Articles	NUMBER OF REQUIRED CLAUSES IN LOCAL LAW		
	Existing clauses <b>exactly the same</b> as the Sample Local Law language	Existing clauses <b>equivalent</b> to the Sample Local Law language (see Gap Analysis Workbook Equivalence Sheets for information to help determine equivalence)	Sample Local Law or equivalent language to be <b>adopted</b> , listed as <b>legislative agenda</b> items.
1			<b>8</b>
2			<b>51</b>
3, 4, 5			<b>3</b>
6			<b>9</b>
TOTAL			<b>71</b>
<b>6.</b> Has a list of needed changes (legislative agenda) been developed for adoption of amendments to local codes (or for deletion of existing codes that are addressed by adoption of a stand alone law)?		<input checked="" type="checkbox"/> No <input type="checkbox"/> Yes, list the <b>local codes</b> that will be changed:	
<b>7.</b> What was the date or is planned date of local code adoption?		Date: December 2007	
<b>8.</b> Provide a web address if the adopted local law can be found on a web site.		Web Address:	



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Permit Number: NYR40A \_\_

#### Minimum Control Measure 4. Construction Site Stormwater Runoff Control

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<b>Permit Reference IV.C.4.b. v:</b> Develop and implement procedures for site plan review by the MS4 that incorporate consideration of potential water quality impacts and review individual pre-construction site plans to ensure consistency with local sediment and erosion control requirements. <ul style="list-style-type: none"> <li>Describe the procedures below. <u>Revise as procedures are updated.</u></li> </ul>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities) <ul style="list-style-type: none"> <li>Example measurable goals: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</li> </ul>
<b>Require erosion and sedimentation controls, water quality controls, and water quantity controls through an ordinance or other regulatory mechanism:</b> The City/Town/Village of _____ will adopt the Model Local Law for Stormwater management and Erosion & Sediment Control.	<b>Measurable Goal:</b> Adopt Sample Local Law <b>Scheduled Date:</b> Year 5
<b>Develop a Storm Water Management Plan:</b> The WNYSC prepared a Draft Storm Water Management Plan (SWMP) during Year 3 that is currently being reviewed by member municipalities. The SWMP includes BMP's for each MCM including discussions regarding maintenance of stormwater controls and required inspections.	<b>Measurable Goal:</b> Complete review of Draft SWMP by WNYSC <b>Scheduled Date:</b> Year 4  <b>Measurable Goal:</b> Individual municipalities modify and adopt SWMP <b>Scheduled Date:</b> Year 5
<b>Require Construction Plan Review:</b> The Draft SWMP includes a BMP for Construction Plan Review. Checklists have been compiled to assist reviewers with verifying construction plan compliance with design requirements and stormwater regulations. Design plans must also be reviewed to ensure that overall management of site waste will occur.	<b>Measurable Goal:</b> Each MS4 to review checklists and incorporate any local requirements. <b>Scheduled Date:</b> Year 4  <b>Measurable Goal:</b> Educate the local construction community on the construction plan review process and implement same. <b>Schedule Date:</b> Year 5
<b>Permit Reference IV.C.4.b. vi:</b> Develop and implement procedures for the receipt and consideration of information submitted by the public. <ul style="list-style-type: none"> <li>Explain the procedures below. <u>Revise as procedures are updated.</u></li> <li>Identify the responsible personnel or outside organizations.</li> </ul>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<b>Public Review of Construction Plans and Projects:</b> The Draft SWMP includes a BMP for Public Review of Construction Plans and Projects.	<b>Measurable Goal:</b> Implement a specific procedure to achieve this BMP. <b>Scheduled Date:</b> Year 5

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Permit Number: NYR40A \_\_

**Minimum Control Measure 4. Construction Site Stormwater Runoff Control**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<p><b>Permit Reference IV.C.4.b. iii, vii:</b> Develop and implement procedures for site inspections, enforcement of control measures and sanctions to ensure compliance with GP-02-02.</p> <ul style="list-style-type: none"> <li>Describe each procedure below. <u>Revise as procedures are updated.</u></li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p> <ul style="list-style-type: none"> <li>Example measurable goals are number of: inspections; fines assessed; stop work orders; other sanctions.</li> </ul>
<p><b>Construction Inspection Procedures:</b>  The Draft SWMP includes a BMP for developing construction inspection procedures and educating the construction industry on these procedures. Sample inspection forms have been included in the SWMP. The BMP and sample inspection forms were completed in Year 3. Enforcement of compliance with GP-02-02 will be accomplished through the sample Local Law to be adopted.</p>	<p><b>Measurable Goal:</b> Finalize construction inspection procedures and checklists.  <b>Scheduled Date:</b> Year 4</p> <p><b>Measurable Goal:</b> Implement inspection procedures.  <b>Scheduled Date:</b> Year 5</p>
<p><b>Permit Reference IV.C.4.b. viii:</b> Educate and train construction site operators about requirements to develop and implement a SWPPP and any other requirements they must meet <b>within the MS4s jurisdiction.</b></p> <ul style="list-style-type: none"> <li>Explain the activities and materials used to meet this requirement.</li> <li>Identify the personnel or outside organization conducting this activity.</li> <li>Indicate activities planned for next year.</li> </ul>	<p><b>Describe Measurable Goals and Results</b> (when applicable)  <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)</p>
<p><b>Erosion &amp;Sediment Control Workshop for Contractors</b>  Agenda focused on topics related to stormwater permit compliance including contractor certifications, site inspections, developer responsibilities, reporting requirements, erosion and sediment control practices and installation of erosion controls. All attendees received Erosion &amp; Sediment Control Field Notebooks. Don Lake and Paula Smith, NYSDEC, the WNYSC and Erie County Soil &amp; Water Conservation District conducted the activity.</p>	<p><b>Date Completed:</b> March 15, 2005</p>
<p><b>Construction Site Inspection Training Program</b>  To provide MS4s with “hands on” field assessments, training sessions for Code Enforcer / Highway Department / Town Engineer / Building Department staff was developed. The training consists of a morning classroom session followed by a field assessment at a local construction site in the afternoon.  The agenda includes: Introduction to Phase II Stormwater Regulations; NYSDEC Phase II Construction Regulations; Inspection Protocol (classroom); Review of site plan for the field assessment; Inspection Protocol (field); Construction site observations; NOI &amp; SWPP inspection; Weekly inspection reports review; and, Inspection of the site. The first of 30 trainings was</p>	<p><b>Measurable Goal:</b> Number of trainings to be conducted (30 total)  <b>Scheduled Date:</b> Year 5; First training session completed on October 14, 2005. It is planned to conduct 2 sessions per month from May until October. First training session in Year 4 (2006) scheduled for April 25<sup>th</sup> in Elma/Lancaster.</p> <p><b>MS4s that participated in the October 14, 2005 training indicate number of municipal staff trained.</b></p>

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Permit Number: NYR40A \_\_

conducted on October 14, 2005. WNYSC is coordinating this training.	
<b>MS4 Elected Officials Presentation</b> The WNYSC is working with Paula Smith from NYSDEC to develop a 10-minute presentation to educate elected officials on the Phase 2 Stormwater Regulations.	<b>Measurable Goal:</b> Conduct training for elected officials. <b>Scheduled Date:</b> Year 4
<b>Training for Contractors and Design Professionals</b> The WNYSC is working with NYSDEC and Soil and Water Conservation District to develop a 4-hour training session for contractors and design professionals. Training to be coordinated with local Builders Association.	<b>Measurable Goal:</b> Conduct one 4-hour training session. <b>Scheduled Date:</b> Year 4
<b>Additional Techniques</b>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<b>WNYSC Attendance</b> An ongoing BMP is the attendance at the WNYSC meetings. The Coalition held ten meetings during Year Three, with the exception of July and December. The measurable goal for Coalition participation is to attend a minimum of two meetings each year. The Town/Village of <u>MS4 NAME HERE</u> , listed as a Coalition member, has accomplished this goal for Year Three by attending at least two of the following meetings: 2005: March 9, April 13, May 11, June 8, August 10, September 14, October 12, November 9 2006: January 11, February 11, and March 8, 2006.  Attendance records are available upon request from Erie County DEP 858-7583 – Mary Rossi.	<b>Measurable Goal:</b> Participate in WNYSC (attend 2 meetings minimum)
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b> The adoption of the ordinance was not achieved in Year 3 because the WNY Coalition was waiting for funding to become available from our grant awarded for the Round 7 WQIP Project before hiring legal counsel to assist member municipalities with adopting the ordinance. Adoption of the Ordinance is planned for Year 5. There was progress made in reviewing the model ordinance (as developed by the WNY Coalition) to the Sample Local Law (as developed by the NYSDEC) and a decision made to use the Sample Local Law to promote consistency across the State.  Implementation of construction plan reviews by MS4's and procedures for public input on construction projects will be implemented by Year 5 instead of Year 4 to allow enough time for development of procedures and adequate training.	

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Permit Number: NYR40A \_\_

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<b>Permit Reference IV.C.5.a, c.</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>A combination of structural and/or non-structural management practices.</li> <li><i>Identify and describe below procedures to ensure installation of post-construction management practices. <u>Revise as procedures are updated.</u></i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
<b>Develop management practice inspection and maintenance program</b> The WNYSC prepared a Draft Storm Water Management Plan (SWMP) during Year 3 that is currently being reviewed by member municipalities. The SWMP includes BMP's for each MCM including discussions regarding maintenance of stormwater controls and required inspections.	<b>Measurable Goal:</b> Complete review of Draft SWMP by WNYSC <b>Scheduled Date:</b> Year 4 <b>Measurable Goal:</b> Individual municipalities modify and adopt SWMP <b>Scheduled Date:</b> Year 5
<b>Adopt Sample Local Law:</b> <b>The City/Town/Village of _____ will adopt the Model Local Law for Stormwater Management and Erosion &amp; Sediment Control.</b> The Local Law will establish minimum stormwater management requirements and controls to reduce the discharge of pollutants.	<b>Measurable Goal:</b> Adopt Model Local Law <b>Scheduled Date:</b> Year 5
<ul style="list-style-type: none"> <li>Procedures for site plan and SWPPP review to ensure SWMPs meet state standards.</li> <li><i>Describe procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li><i>Example measurable goals include: number of plans received; number of plans reviewed; percent of plans received that are reviewed.</i></li> </ul>
<b>Require Construction Plan Review:</b> The Draft SWMP includes a BMP for Construction Plan Review. Checklists have been compiled to assist reviewers with verifying construction plan compliance with design requirements and stormwater regulations.	<b>Measurable Goal:</b> Each MS4 to review checklists and incorporate any local requirements. <b>Scheduled Date:</b> Year 4  <b>Measurable Goal:</b> Educate the local construction community on the construction plan review process and implement same. <b>Schedule Date:</b> Year 5

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Permit Number: NYR40A \_\_

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<b>Permit Reference IV.C.5.a, c.</b> (continued): Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>Procedures for inspection and maintenance of post-construction management practices.</li> <li><i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li><i>Example measurable goals are number of: inspections maintenance activities performed.</i></li> </ul>
<b>Inspection and Maintenance Program for Post-Construction Management Practices:</b> The Draft SWMP includes BMP's for Inspecting and Maintaining Post-Construction Management Practices. Draft inspection forms have been compiled to assist inspectors with verifying proper construction of these practices.	<b>Measurable Goal:</b> Finalize inspection forms and procedures and implement inspection and maintenance program. <b>Scheduled Date:</b> Year 5
<ul style="list-style-type: none"> <li>Procedures for enforcement and penalization of violators.</li> <li><i>Explain procedures below. <u>Revise as procedures are updated.</u></i></li> </ul>	<ul style="list-style-type: none"> <li><i>Example measurable goals: number enforcement activities performed.</i></li> </ul>
<b>Adoption of Sample Local Law:</b> Enforcement of Post-Construction runoff controls and penalization of violators will be accomplished through Local Law to be adopted.	<b>Measurable Goal:</b> Adopt Sample Local Law <b>Scheduled Date:</b> Year 5

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Permit Number: NYR40A \_\_

**Minimum Control Measure 5. Post-Construction Stormwater Management**

Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

<b>Permit Reference IV.C.5.a, c. (continued):</b> Develop and implement a post-construction stormwater management program that addresses stormwater runoff from new development and redevelopment and will reduce the discharge of pollutants to the MEP. Program requirements should include:	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li>Adequate resources for a program to inspect new and re-development sites and for enforcement and penalization of violators.</li> <li><i>Describe resources below. <u>Update annually.</u></i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
<b>Additional Techniques</b>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<b>WNYSC Attendance</b> An ongoing BMP is the attendance at the WNYSC meetings. The Coalition held ten meetings during Year Three, with the exception of July and December. The measurable goal for Coalition participation is to attend a minimum of two meetings each year. The Town/Village of <u><b>MS4 NAME HERE</b></u> , listed as a Coalition member, has accomplished this goal for Year Three by attending at least two of the following meetings: 2005: March 9, April 13, May 11, June 8, August 10, September 14, October 12, November 9 2006: January 11, February 11, and March 8, 2006.  Attendance records are available upon request from Erie County DEP 858-7583 – Mary Rossi.	<b>Measurable Goal:</b> Participate in WNYSC (attend 2 meetings minimum)
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b> The adoption of the ordinance was not achieved in Year 3 because the WNY Stormwater Coalition was waiting for funding to become available from our grant awarded for the Round 7 WQIP Project before hiring legal counsel to assist member municipalities with adopting the ordinance. Adoption of the Ordinance is planned for Year 5. There was progress made in reviewing the model ordinance (as developed by the WNY Stormwater Coalition) to the Sample Local Law (as developed by the NYSDEC) and a decision made to use the Sample Local Law to promote consistency across the State.	

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Permit Number: NYR40A \_\_

**Minimum Control Measure 6. Pollution Prevention/Good Housekeeping for Municipal Operations****OVERALL MUNICIPAL POLLUTION PREVENTION / GOOD HOUSEKEEPING PROGRAM INFORMATION**

<ul style="list-style-type: none"> <li>This table is for MS4s to report on their OVERALL Municipal Pollution Prevention / Good Housekeeping Program.</li> <li>A separate table follows that is for MS4s to report on management practices performed in identified municipal operations.</li> <li>Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.</li> <li>Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.</li> </ul>	
<b>Permit Reference IV.C.6.a:</b> Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
<ul style="list-style-type: none"> <li><i>List pollutants that will be addressed by the municipal pollution prevention program.</i></li> </ul>	
The pollutants that are addressed by the municipal pollution prevention program can include biological pollutants, toxic pollutants, settleable materials (silt, etc.) and hydraulic overloading	
<ul style="list-style-type: none"> <li><i>Set and describe pollution prevention priorities by geographic areas, municipal operation type, and facilities.</i></li> </ul>	DO NOT ENTER INFORMATION IN THIS CELL
<b>(NEEDS TO BE COMPLETED BY EACH INDIVIDUAL MUNICIPALITY)</b>	
<b>Permit Reference IV.C.6.a:</b> Include a municipal pollution prevention training component for staff (where all staff are trained). <ul style="list-style-type: none"> <li><i>Explain activities and materials used to meet this requirement.</i> A 3 hour long training session has been developed to train municipal employees. Incorporated into the training are 17 best management practices that apply to municipal operations, along with 17 inspection checklists that have been developed for BMP activity recordkeeping</li> <li><i>Identify training needs and design training components -</i> <b>(THE TRAINING NEEDS SHOULD TO BE COMPLETED BY EACH INDIVIDUAL MUNICIPALITY AFTER REFERENCING THEIR STORMWATER PERMIT).</b> The <u>training components</u> have been designed by the WNY Stormwater Coalition.</li> <li><i>Determine the adequacy and appropriate frequency of staff training</i> <b>(NEEDS TO BE COMPLETED BY EACH INDIVIDUAL MUNICIPALITY)</b></li> <li><i>Identify personnel or outside organization conducting activities .</i> <b>Western NY Stormwater Coalition</b></li> </ul>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)  <b><u>Develop Written SOP's for maintenance personnel –</u></b> <b>(NEEDS TO BE COMPLETED BY EACH INDIVIDUAL MUNICIPALITY – SHOULD BE BASED ON THE POLLUTION PREVENTION/GOOD HOUSEKEEPING BMP'S AND THE CORRESPONDING INSPECTION CHECKLISTS)</b>  <b><u>Train Municipal Personnel</u></b> –Scheduled for/completed <b>April 12 and 13, 2006</b> _____ number of municipal staff trained

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Permit Number: NYR40A \_\_

<b>Additional Techniques</b>	<b>Describe Measurable Goals and Results</b> (when applicable) <b>Indicate:</b> Date Completed, Ongoing Task, or Scheduled Date (for next years activities)
Develop Written SOP's for maintenance personnel - <b>(NEEDS TO BE COMPLETED BY EACH INDIVIDUAL MUNICIPALITY – SHOULD BE BASED ON THE POLLUTION PREVENTION/GOOD HOUSEKEEPING BMP'S AND THE CORRESPONDING INSPECTION CHECKLISTS)</b>	
<b>Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:</b>	



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Permit Number: NYR40A \_\_

**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance;  
 \_\_\_Stormwater System Maintenance; \_\_\_Vehicle and Fleet Maintenance; \_\_\_Park and Open Space Maintenance; \_\_\_Municipal Building Maintenance;  
 \_\_\_Solid Waste Management; \_\_\_Other:\_\_\_\_\_

- Copy this page and give it to each municipal office or department responsible for reporting.
- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

**Permit Reference IV.C.6.a, c:** Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from **the municipal operation(s) indicated above** to the MEP.

- *Describe how the bulleted items below focus on pollutants addressed by the municipal pollution prevention program and the pollution prevention priorities.*

- *Briefly describe or reference any existing policies and procedures*
- *Briefly describe or reference any policies and procedures being developed*

**Describe Measurable Goals and Results** (when applicable)  
**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

DO NOT ENTER INFORMATION IN THIS CELL

- *Briefly describe or reference any existing best management practices*
- *Briefly describe or reference any planned best management practices*

DO NOT ENTER INFORMATION IN THIS CELL

- *Identify and describe the equipment and staff that are in place*

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Permit Number: NYR40A \_\_

**Minimum Control Measure 6. Municipal Operations:** \_\_\_Street and Bridge Maintenance; \_\_\_Winter Road Maintenance;  
 \_\_\_Stormwater System Maintenance; \_\_\_Vehicle and Fleet Maintenance; \_\_\_Park and Open Space Maintenance; \_\_\_Municipal Building Maintenance;  
 \_\_\_Solid Waste Management; \_\_\_Other:\_\_\_\_\_

- Copy this page and give it to each municipal office or department responsible for reporting.
- Put an 'X' in front of each municipal operation type addressed by the Municipal Pollution Prevention/Good Housekeeping Program in that office or department.
- Refer to the Municipal Pollution Prevention / Good Housekeeping Assistance document for example best management practices, policies and procedures.
- Use separate rows to explain the different processes, activities, procedures, practices, etc. used by the MS4. Add additional rows as needed.

**Permit Reference IV.C.6.a, c** (continued): Develop and implement an operation and maintenance program to reduce and prevent pollutant discharges from municipal operations to the MEP.

**Describe Measurable Goals and Results** (when applicable)  
**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

- *Assess if existing programs adequately reduce and/or prevent pollutant discharges*
- *Determine and list any operation type, location or facility that is in need of modification or updates.*

DO NOT ENTER INFORMATION IN THIS CELL

**Permit Reference IV.C.6.a:** If there is a training component for staff specific to these municipal operations:

- *explain the activities and materials;*
- *identify the personnel or outside organization conducting the activities.*

**Describe Measurable Goals and Results** (when applicable)  
**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

**Additional Techniques**

**Describe Measurable Goals and Results** (when applicable)  
**Indicate:** Date Completed, Ongoing Task, or Scheduled Date (for next years activities)

**Explain any changes or additions to the Permit Referenced Activities / Techniques, Measurable Goals and / or Scheduled Dates above and provide a reason(s) for the change:**

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Permit Number: NYR40A \_\_

**Did you include any of the following documents as appendices? Put a mark each appended document.**

☐ Summary of public comments received on the annual report at the public presentation (**Required**)

☐ Intended response to comments on the annual report (**Required**)

☐ Results of information collected and analyzed, including monitoring data; evaluation of assessment (modeling) of pollutant discharges, including modeling results and pollutant transport trends.

☒ Other Outfall mapping progress report

**ADDENDUM REPORTING FOR  
MS4S THAT LACK LEGAL AUTHORITY TO ADOPT  
REGULATORY MECHANISMS FOR IDDE AND  
CONSTRUCTION / POST-CONSTRUCTION STORMWATER RUNOFF CONTROL**

**BE SURE TO INDICATE THE MS4 NAME AND PERMIT NUMBER IN THE HEADER**

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Permit Number: NYR40A \_\_

**ADDENDUM 1. Minimum Control Measure 3. Illicit Discharge Detection and Elimination (IDDE) Local Law**

<b>Permit Reference IV.C.3.c:</b> Prohibit, through an ordinance, local law or other regulatory mechanism, illicit discharges into the MS4. The MS4s have until year 5 to complete this work.		
<b>1)</b> When was this work completed or planned to be completed?	Date completed: _____ Not yet completed Plan to complete for reporting in year: __4; __5.	
<b>2)</b> Indicate which of the control mechanisms or procedures to the right used by the MS4 notify staff and others doing work on behalf of the MS4 about prohibition of and enforcement against illicit discharges:	<input type="checkbox"/> Interconnection agreements <input type="checkbox"/> Maintenance directives / BMPS <input type="checkbox"/> Access Permits <input type="checkbox"/> Tenant Leases	<input type="checkbox"/> Consultant Agreements <input type="checkbox"/> Construction/Bid Documents <input type="checkbox"/> Other _____ _____
<b>3)</b> Indicate which of these control mechanisms contain specific language prohibiting illicit discharges:	<input type="checkbox"/> Interconnection agreements <input type="checkbox"/> Maintenance directives / BMPS <input type="checkbox"/> Access Permits <input type="checkbox"/> Tenant Leases	<input type="checkbox"/> Consultant Agreements <input type="checkbox"/> Construction/Bid Documents <input type="checkbox"/> Other _____ _____
<b>4)</b> Explain how the MS4 intends to prohibit illicit discharges if: <ul style="list-style-type: none"> <li>• none of the mechanisms in number 2 contain language prohibiting illicit discharges; or</li> <li>• the MS4 intends to add language to prohibit illicit discharges in other control mechanisms.</li> </ul>	Explanation:	
<b>5)</b> Explain how the MS4 (intends to) enforce against illicit dischargers within their jurisdiction?	Explanation:	

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Permit Number: NYR40A \_\_

**ADDENDUM 2. Minimum Control Measure 4 & 5. Construction Site & Post-Construction Stormwater Runoff Control Local Law**

<b>Permit Reference IV.C.4.b.i, 5.a.i:</b> Require development and implementation of erosion and sedimentation controls through a local law or other regulatory mechanism. The MS4s have until year 5 to complete this work.	
1) When was this work completed or planned to be completed?	Date completed: _____ Not yet completed Plan to complete for reporting in year: ___4; ___5.
2) Indicate which of the control mechanisms or procedures below are used by the MS4 to notify staff and others doing work on behalf of the MS4 about the <u>erosion, sedimentation and stormwater management requirements</u> for projects under the MS4s jurisdiction. (These requirements are based on the Construction Permit (GP-02-01) and MS4 Permit (GP-02-02)).	
___ Access Permits ___ Tenant Leases ___ Requests for Proposals (RFPs) ___ Scope of Services	___ Consultant Agreements ___ Construction / Bid Documents ___ Other Policies / Procedures _____
3) All of the <u>erosion, sedimentation and stormwater management requirements</u> below must be addressed by the MS4's control mechanisms. For the control mechanisms identified in number 2 above, state in the left hand cells below the control mechanism(s) that contain the language.	
<b>Control Mechanism</b>	<b><u>Erosion, Sedimentation and Stormwater Management Requirements</u></b>
	Require all projects to have SWPPPs, as in GP-02-01
	Require all 16 components of a basic SWPPP (erosion and sediment control)
	Require all additional 7 components for a full SWPPP when post-construction control is required
	Meet the standards in the <i>Erosion and Sediment Control</i> and <i>Stormwater Management Design Manuals</i> (or otherwise meet the requirements of GP-02-01)
	Require contractor certification statements stating that the contractor will agree to comply with the terms and conditions of the SWPPP
	Require proper operation and maintenance of stormwater facilities during construction
	Require proper operation and maintenance of stormwater facilities after construction
	Require SWPPPs to be certified by a licensed / certified individual when there is a deviation from technical standards or direct discharge to a 303(d) segment or TMDL watershed subject to condition A of GP-0-01
	Have a process for review of SWPPPs
	Require site self inspections as in GP-02-01
	Have enforcement procedures during and after construction
	Require construction site operators to control waste
	Procedures for receipt and consideration of information submitted by the public
4) If any of the requirements in number 3 are not addressed, explain how the MS4 intends to incorporate them into the control mechanisms?	Explanation:
5) Explain how the MS4 intends to enforce the requirements within their jurisdiction?	Explanation:

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